

**INDIANA BOARD OF FIREFIGHTING
PERSONNEL STANDARDS AND EDUCATION MEETING
MINUTES**

SEPTEMBER 26, 2011 6PM

**MUNCIE FIRE TRAINING CENTER
421 E JACKSON ST
MUNCIE IN 47302
765-747-4870**

A MEETING CALLED TO ORDER at 6pm

Jeff Hayes asked for a moment of silence for fallen firefighter, Don Neel, German Twp FD, in Evansville, who passed away over the weekend.

B. ROLL CALL

Present

Jeff Hayes (chair)
Candice Ashby (secretary)
James Greeson
Mike Garvey
Burk Jones
Greg Wyant
Jerry Nulliner

Absent

Ab Crosby
Jack Kerney Sr. (vice chair)
Tom Hanify

C. APPROVAL OF AUGUST 1, 2011 MINUTES,

Jerry Nulliner made a motion approve as submitted. Burk Jones seconded. Motion passed.

D. CERTIFICATIONS REPORT, RICK ARCHER

(appendix A,) We recently completed an upgrade to our system and we were unable to complete the year to date information that the board has requested. When the issue is fixed, I will forward it to Barbara and she can then send it on to all of you.

As you can see, we have issued 1046 certifications since the last board meeting.

E VARIANCE REQUESTS

1. Joseph Kruzan requested a variance for Instructor II/III. His certification expired 4/17/11.

Staff recommends denial. It has been the policy that it is the individual's responsibility to maintain your hours in the time frame allotted. The Board has denied the last 12 requests submitted for reinstatement. He has IFSAC Instructor I, so he can file for reciprocity for instructor I.

James Greeson made a motion to uphold the staff recommendation to deny. Candice Ashby seconded. Motion passed.

2. Elliott Russell requested variance for Safety Officer. He took the test in 2008 but did not meet prerequisites until June 2011.

Staff recommends denial. The policy has been to deny these requests. The individuals had until March 2010 to complete all prerequisites for previous test. There are now class exercises that need to be completed along with required practical skills.

Burke Jones made a motion to approve staff recommendation. Candice Ashby seconded. Motion passed.

3. Steven Anderson requested a variance for Swift Water Rescue Operations. He completed the testing in August 2008 but did not meet prerequisites until March 2010. Mr Anderson states that he was not aware that a deadline had been set for the prerequisite issues. His original request is dated 10/06/10.

Staff recommends denial. This issue has been discussed multiple times at the board and notification has been issued through multiple Medias. There is no record of receiving this request prior to now.

Candice Ashby made a motion to approve staff recommendation. James Greeson seconded. Motion passed.

Marty McCrindle requested variances for 17 year olds to be allowed to test for Hazardous Material Awareness, Operations Mandatory, firefighter I and 2.

4.	Rebecca Belonge	5.	Nathan Brindle	6.	Zachary Cashman
7.	Anthony Hardman	8.	Tyler Livagnilio	9.	Chad Keefer
10.	DeVontea Millsaps	11.	Kaylee Murphy	12.	Anthony Nowaczyk
13.	Elliott Peebles	14.	Jarrold Rickey	15.	Jarika Smith
16.	Austin Stidams	17.	Lloyd Yeager	18.	Theo Bean
19.	Bradley Belschner	20.	Matthew Browning	21.	Tirzo Cabrera
22.	Jacob Espy	23.	Brody Gross	24.	Dustin Hensel
25.	Roman Hernandez	26.	Larnell Jett	27.	Josh Kolodziej
28.	James Masters	29.	Alex Schimanski	30.	Michael Snider
31.	Alexis Sweet	32.	Guillermo Belmares		

Staff recommends approval with the understanding that the student is 17 years of age at the time of testing.

Burke Jones made a motion to approve staff recommendation. Candice Ashby seconded. Motion passed.

33. Ned Wiseman requested reciprocity at the August board meeting for Confined Space Tech, Rope Tech, Structural Collapse Tech, and Trench tech. The Board tabled his request, requesting proof of continued education.

Staff has no recommendation at this time.

James Greeson made a motion to request more information. It is unclear as to what pertains to his request and the hours involved are not clear. Mike Garvey seconded motion. Motion passed.

Robert Sears is requesting variances for the following students to be allowed to take the testing for Mandatory, FF ½; Hazardous Material Awareness and Operations and Technical Rescue Awareness.

34.	Danny Archer	35.	Robert Bell	36.	Braydon Crowe
37.	William Dewitt	38.	Jesse Lucas	39.	Charlee Lyons
40.	Cohen Myers	41.	Keith Pfaff	42.	Ben Slinkard-Ratliff
43.	Charles Smith	44.	Michael Williams		

Staff recommends approval with the understanding that the student is 17 years of age at the time of testing.

Burke Jones made a motion to approved providing the students are 17 years of age at the time of testing. Jerry Nulliner seconded the motion. Motion passed.

45. Chris Cooksey requested a variance for Instructor II/III. His certification expired Sept 1, 2011 and he does not have his hours completed. He is requesting leniency at this time, and be allowed to recertify with the hours he has submitted.

Staff recommends denial. It is the individual responsibility to maintain their certification.

Burke Jones made a motion to approve staff recommendation. Candice Ashby seconded. Motion passed.

46. Derreck Schwehn requested a variance for Instructor I. He did not renew on time. His instructor expired April 2011. Also, he has not completed the required continued education hours.

Staff recommends denial. It is the individual responsibility to maintain their certification.

Burke Jones made a motion to approve staff recommendation. Candice Ashby seconded. Motion passed.

F. REQUEST FOR RECIPROCITY.

1. Matt Baker requested reciprocity for Firefighter I/II and Hazardous Material Awareness. He attended Portland College in Oregon and has since moved to Indiana and become a member of the Richmond FD. He has enclosed JPR's showing that he has completed the training and skills.

Staff has no recommendation at this time.

Jerry Nulliner made a motion to table this request pending more information. The skills did not show flammable liquids training or skills, ventilation skills or LP gas training. The Board did not see where this training was obtained. They would also like to see what training and skills were completed for Hazardous Material Operations. Candice Ashby seconded the motion. Motion passed.

G. REQUEST FOR ADMINISTRATIVE APPEAL

No report at this time

H. STATE FIRE MARSHAL, JAMES GREESON

Robert Dean is the new Arson Chief. We have two new arson investigators in the south, Chad Woodburn and Matt Wells. Bob Dean is picking up four counties which should lighten the load a little for the other investigators and make for a quicker response time.

The Indiana fire Alliance sent out surveys to all fire Chief's that belong to the FFA, around the state and results are back. We will be meeting Sept 27 to discuss the results.

We are required to have a white paper to the Governor in January about the status of the fire service.

I. HOMELAND SECURITY CHIEF OF STAFF MIKE GARVEY.

The Commission on State Tax and Finance Policy met. This is the committee that determines the allocation of LOIT funds for public safety.

There was a survey to determine if a board or commission is necessary, how much money it costs to sustain the board, and so on. They do this every 3-4 years. IDHS currently supports 9 different board/commissions. John Buckman completed a lot of this and shared the information with the Chair.

We have had a resignation of a board member. Anyone interested in this position should go to the governor's web page, under appointments, Board and Commission and complete the application for the Indiana Board of Firefighting Personnel Standards and Education. We would like to get the positions filled reasonably quickly so if you know of anyone that would like to be part of this board, let them know. We ask that when you submit your application to the governor's office, please give us a copy also so that we can help expedite the application along.

We now have 3 open positions,

1 full time firefighter

And

2 citizens who are not members of a fire department.

Jerry Nulliner also tendered his resignation as a full time firefighter position. He is retiring from the fire dept. after 35 years. Jeff Hayes asked for a motion to allow Mr. Nulliner to be reassigned positions, and move from full time firefighter to one of the civilian slots.

James Greeson made a motion to allow Jerry Nulliner to move to a civilian position. Mike Garvey seconded motion. Motion passed. The board will move to make recommendation to the governor's office .

J. STATE FIRE TRAINING DIRECTOR REPORT, JOHN BUCKMAN

1. Processing fee for late instructor recertification. Mara Snyder
EMS currently charges a \$50 fee for process late submissions.
This rule allows late submission of continued education hours.
Firefighter rules allow 30 days past the expiration date in order for the individual to get the paperwork in the office. This would allow an extra time for them to submit hours. This would save several people from having to repeat the written/practical exam over again because they submitted 3 days late. It would be up to the board how much time they want to allow them in addition to the 30 days already allowed. To be clear, this does not allow extra time to get hours, it would just allow them to submit the hours late for a fee. An example of what this is: if your certification expired on June 1, 2011 and you did not submit until Sept 1, 2011 then you can pay the \$50 fee and be reinstated, but you would be valid from Sept, 2011 to June 1, 2014. This would not add time to your certification. You would not have been allowed to act as an instructor during the 3 months that you had not submitted. If the Board has an

interest in doing this, then we can draft the language. This would take a rule change to do this.

You cannot claim any hours during that 3 month time frame, and any classes you have taught or evaluated would then require the students to ask for variance to allow the teaching/skills.

To be clear, this would not allow you more time to accumulate the required hours, it would just extend the time for them to be submitted.

The fee would go into the Fire and Building Safety operating fund.

The Board made a recommendation for staff to continue with this and submit at the November meeting clarification on this issue. The Board would like the original 30 days and then allow an extra 90 days. Anything over that would have to come to the board as a variance.

2. FO 3 update, John Buckman

Joel Thacker at the White River Twp FD.

Chief Thacker completed an on-line course for Fire Officer 3. There were 30 students started, at the completion of the course, there were 16 students left. Part of the issues was that this was done on-line, so if you missed the initial class, you were eligible to go back into the system and watch the recorded version. There were work assignments, and there was an evaluator from each district for the skills. This was set up as a semester type class. It ran one night a week, and it is just now ending. The problems they had were that if you got 3 assignments behind, then you were locked out. Part of the drop out problem was that students were not aware of how in depth Fire Officer 3 was. Students did not like the style of an on-line course. It takes a lot for an instructor to manage a class like this.

The board would like a report consisting of the following:

What was the average age of the student?

What was the career of the student?

3. Investigator updates, Steve Walters

a) Appendix B

We have held several meetings through e-mail, conference calls, and webinars dealing with the recommended changes. This is a notification as to what we are looking at and we will be at the meeting in November to give a more detailed recommendation. The main issue is that the committee would like to divide this certification into 3 categories and enlarging the prerequisite requirements. We are also asking you to consider restricting the number of instructors allowed to teach this course. the group is also looking into a 2 year recertification.

Jerry Nulliner states that he has a problem with limiting who can teach this because when this was asked for technical rescue instructors we were told no. I do not disagree with this but if we do this for investigation, then we need to do this with all certifications. Technical rescue is a highly skilled certification and

should be taught by highly skilled instructors, the same issue with hazmat, and many other certifications. As to the two year recertification, there would be a fiscal impact, and what happens to those already certified?

Candice Ashby approves of what the committee is trying to do and would like the committee to continue on along these lines.

Jeff Hayes recommends that the staff continue on these lines and report back in November.

4. Hazmat update, Dave Probo

a) Hazardous Materials Validation

We recently conducted a meeting with a group of fire service representatives to discuss all three levels of hazardous materials certifications. Since all publishers have recently delivered new editions of the hazardous Materials First Responder Manuals the first order of business was to decide which manual the state examination was to be validated to. The committee decided to use the Jones and Bartlett manual. Once that was decided the group was split into an Awareness/Operations group and a technician group.

A test bank validation was completed by the awareness/operations group as well as a rewrite of the operations skills. Over the next two months we will be developing a scenario based skills examination for the operations certification. This will be similar to the Firefighter I/II skills examination. This was a recommendation by the IFSAC committee and was met with enthusiasm by the workgroup. A completed project will be presented at the next fire board meeting for review.

The technician group completed a validation of the test bank and began an overhaul of the technician skills. It was found that the current skills used for certification are outdated. The committee is developing a series of exercises that is intended to be completed one or two exercises per chapter. The design is to take an incident and run it from being reported all the way through incident termination. As students complete training on a section then they would complete the corresponding exercise(s). This will ensure completion of all necessary JPR's. The last portion of this will be to develop a scenario based random skill selection similar to what is being developed by the awareness/operations committee. The new skill sheets will also provide more guidance to ensure that the student expectations are clearly defined.

At the November board meeting we will have more information.

5. In House Select Committee on House Reduction

This is a report that periodically has to be completed that justifies the need for the boards and committees throughout the state. There are currently over 400 boards and commission and periodically a justification has to be submitted.

6. Fire Training website upgrade, David Probo

There is a new web site that replaced Indianafiretraining.com. Same website just a new look. The webmaster is working out the bugs and they are found. Jeff Hayes asked that the IFVA put a notice in the paper about this web site.

7. Technical Rescue Awareness and Hazardous Material Awareness open book testing. David Probo

Jerry Nulliner made a motion to allow 3 Beta tests of Technical Rescue Awareness tests and then report the results to the board. Mike Garvey seconded. Motion passed. At this time, we are not ready for the Hazardous Material Awareness yet. Once this is up and running, it will solve the prerequisites issue. Rick Archer states that we can set the perimeter for 17 years old for testing.

8. V/M updates; David Probo

No report at this time, but we will keep this on the agenda for future reports.

9. Safety Officer updates. Steve Walters

Appendix C

We are trying to get this ready for IFSAC certification. We have talked with IFSAC about this certification and according to IFSAC as long as we meet 100% of the objectives we are not required to do any more. What we would like the board to consider is dropping the written exam for Safety Officer and require the exercises and skills only.

Candice Ashby wants more time to consider this. Jeff Hayes concern is dropping the written exam. Ms. Ashby voiced the same concerns. If we dropped this written exam, the concern is that the board would then be bombarded with dropping all written exam.

Jeff Hayes made a motion to table the request until the next meeting, allowing the board members to consider this more clearly. Candice Ashby seconded. Motion passed.

10. Firefighter ½ syllabus update, David Probo

Course Syllabus for Firefighter I/II (appendix D)

A group of fire service representative recently convened to discuss the need for guidance when conducting firefighter training. The initial phase was to develop minimum course hours to satisfy the required JPR's of NFPA 1001. We used the course outline provided by IFSTA as the base and made adjustments as necessary.

The final product is shown in attachment A.

The next phase is to develop chapter outlines and accompanying audio visual aids (PowerPoint slide, video segments) to assist the instructors in classroom delivery. Also in this phase we will create detailed outlines for conducting the skills training during the class. This will include a list of necessary props and equipment to conduct the training along with instructions and samples for conducting evolution based training that will help the students prepare for the final skills examination.

The goal of this project is to deliver a complete course curriculum that all students must complete prior to obtaining certification. Keep in mind that this will represent the **minimum** requirements for certification. We will encourage jurisdictions and instructors to expand on the materials provided.

We are trying to create a formal syllabus for instructor's to teach from. Right now we have instructors that do nothing more than show the slides. We tell instructors that the power points are a teaching aid, a tool, but a lot of instructors are doing nothing more than showing power points and then calling the class over. There a lot of objectives that are not in the power point, or are just touched on and then we expect the instructor to add more information, however the sad part of this is that instructors are not doing that. They show the power point and call it quits. Class over.

K. ADMINISTRATIVE PROCEEDINGS, JUDGE BIPPUS

1. Administrative cause 11-04, David Cherrone

Burke Jones made a motion to uphold Judge Bippus' decision. Candace Ashby seconded. Motion passed. David Cherrone's request for accepting his Instructor recertification after it had expired is denied.

L. OLD BUSINESS

1. Public Safety Educator, written/practical skills. Jeff Hayes
No one has requested this test this year.
Steve Walters sent the updated formatted skills to Ron Lipp on Sept 2, 2011. He has had no response.
The Board has asked that a letter be sent to this committee requesting all information.

M. NEW BUSINESS

1. Marty McCrindle, clarification of lead instructor involvement of course and skills.

A lead instructor may evaluate any skills that he was not involved in teaching.

2. Elections are next month for Board positions
3. November meeting will discuss the dates and locations of 2012 meetings
4. Jerry Nulliner

Jerry Nulliner is retiring from the Fishers Fire Dept. and his last day will be November 18th, 2011.

Jerry is going to re apply for the board position as a citizen.

5. Resignation of Ab Crosby
I would like to take this opportunity to officially resign from the Firefighter Board of Standards.

N. MEETING ADJOURNED at 8:30pm

NEXT MEETING:

November 21, 2011 10 am

**J Everett Light, Indpls
1901 East 86th
Indpls IN 46240
317-496-9625**

APPENDIX A

This report is respectfully submitted to the Indiana Fire Board to represent the Fire Certifications issued by the IDHS Certifications Branch from August 2, 2011 to September 23, 2011 representing the time since the last Fire Board meeting in August, 2011.

Certification	Count
AIRPORT FIREFIGHTER-AIRCRAFT CRASH AND RESCUE	2
BASIC FIREFIGHTER	0
CONFINED SPACE RESCUE OPERATION	3
CONFINED SPACE RESCUE TECHNICIAN	3
D/O AIRCRAFT CRASH AND RESCUE	2
D/O MOBILE WATER SUPPLY	2
DRIVER OPERATOR AERIAL	26
DRIVER OPERATOR PUMPER	75
FIRE INSPECTOR I	2
FIRE INSPECTOR I/II	24
FIRE INSPECTOR II	1
FIRE INVESTIGATOR I	3
FIRE OFFICER I	3
FIRE OFFICER II	8
FIRE OFFICER III	8
FIRE OFFICER STRATEGY AND TACTICS	70
FIREFIGHTER I	81
FIREFIGHTER I - IFSAC	13
FIREFIGHTER I/II	19
FIREFIGHTER II	86
FIREFIGHTER II - IFSAC	15
HAZARDOUS MATERIAL	2
HAZARDOUS MATERIAL OPERATIONS	2
HAZARDOUS MATERIAL TECHNICIAN	12
HAZMAT 1ST RESPONDER AWARENESS	108
HAZMAT 1ST RESPONDER AWARENESS - IFSAC	9
HAZMAT 1ST RESPONDER OPERATION	77
HAZMAT 1ST RESPONDER OPERATION - IFSAC	9
INSTRUCTOR I	56
INSTRUCTOR I - IFSAC	4
INSTRUCTOR II/III	10
INSTRUCTOR II/III IFSAC	1
MANDATORY FIREFIGHTER	85
MASTER FIREFIGHTER, HAZMAT TECHNICIAN	1
ROPE RESCUE AWARENESS	1
ROPE RESCUE OPERATIONS	21
ROPE RESCUE TECHNICIAN	9
STRUCTURAL COLLAPSE RESCUE OPERATIONS	3
STRUCTURAL COLLAPSE RESCUE TECH	1
SWIFT WATER RESCUE OPERATIONS	13
SWIFT WATER RESCUE TECHNICIAN	2

TECHNICAL RESCUE AWARENESS	96
TRENCH RESCUE TECHNICIAN	1
VEHICLE AND MACHINERY RESCUE OPS	51
VEHICLE AND MACHINERY RESCUE TECH	26
Grand Total	1046

APPENDIX B

September 23, 2011

Fire Investigator Certification Program

A task force of fire investigators from around the state who are also instructors are working on updating the fire investigator certification curriculum. The curriculum includes the book to be used in the instructional process, exercise scenario development, skill evaluation system, and development and test question validation.

The task force believes the delivery of this training should be delivered in a consistent manner throughout the State. Previously, many of our Instructors used different curriculums and some conducted the skills in a manner that was not always to the standard. IFTS staff has determined through after course audits that some evaluators were not completing and testing each of the skills to qualify the candidate for certification and compliance with the NFPA 1033 standard. The task force has updated the state practical skills examination and is now being used by those lead evaluators and evaluators conducting a course. This is a BETA test for the skill examination to assure the skill evaluator handbook provides clear guidance on how to setup the skill session, equipment required and the conduct of the skill evaluation session. The skill examination is laid out so the evaluator and the candidate clearly understand the requirements and how to successfully complete the exam skills. The lead evaluator conducting a practical skills exam during the beta test at this time will provide feedback from students and instructors to IFTS staff.

The investigator task force has discussed the curriculum in length and talked to other investigators throughout the state. Their discussion has led to the following items they will present to the board to consider including for the fire investigator curriculum. The task force will continue their work over the next year. We will report regularly to the board on progress and feedback on what is being accomplished.

- Selected a standard curriculum to be used for the fire investigator training - program. The task force has chosen the Jones and Bartlett, Fire Investigator, Principles and Practice to NFPA 921 and 1033, third edition for the course curriculum. The task force members believe this material meets the requirements for a fire investigator and gives the candidate the best opportunity to be ready to investigate fires.
- Developed exercises that will be included in the fire investigator curriculum. The task force is still working on completing the development of the exercises and plans to have them completed by November 1. We will post the exercises and beta test them in upcoming courses.
- The task force would ask the board to consider changing the program to a three level certification program.
 - Awareness level certification will provide first responders basic investigation training in understanding their roles in an investigation, observations to make while on the scene, how to communicate their information to a fire investigator, how to determine the origin of a fire, recognize when additional investigation needs to be done, who to contact, and legal issues with investigations.
 - The curriculum recommended by the task force to the Board will be the National Fire Academy Arson Detection for First Responders. This will give the candidate an opportunity to receive a NFA certificate of completion along with their state certification. The group believes this course will give a company officer the tools and knowledge needed to perform their duties when determining the origin of the fire.

- The second level will be equivalent to the present fire investigation certification. The course will give the candidate the techniques and knowledge needed to determine origin and cause, document the scene, conduct an interview, legal issues, techniques of building a case file, processing scene evidence, and presenting the case in the legal system. The course will include lecture, exercises, working an actual fire from start to delivering results of their investigation in court. This level of certification is for the individual who desires to learn about and become trained in the conduct of a fire investigation.
 - Jones and Bartlett, Fire Investigator, third edition
- The third level of certification is an advanced technical training course. Using the Kirk's curriculum, it will cover fire dynamics, fire modeling, scene reconstruction, management, forensic, and working with CFI calculator. The course will enhance the fire investigator's ability to investigate fires and handle investigations that are more complex. The course will include lecture, exercises, and working an actual fire investigation. Along with the course, the candidate shall complete online training programs through the I.A.A.I. Certify Fire Trainer online training site that will provide additional knowledge and understanding investigations.
- The task force sees the need to create prerequisites for each certification. NFPA 1033, 1.3 list requirements for being a fire investigator. The prerequisites that the group have come up with goes along with NFPA 1033 Chapter 1.3. This will ensure the candidate has the knowledge that is needed to complete the course, and help limit individuals who have limited experience or questionable backgrounds from knowing what a fire investigator is going to look for and handle in an investigation. We will take the steps necessary to clarify the prerequisites for each certification. We plan to present the prerequisite proposal at the board's November meeting.
- The task force recommends setting qualifications and approval process for lead instructor and lead evaluator for the fire investigator and advance fire/arson investigator programs. The task force believes these programs are specialized training program and require specific expertise and special skills to be completed and monitored. The instructor/fire investigator needs to be current on their knowledge in fire investigations and the legal system.
- The task force will recommend to the Board for their consideration an individual certified as a Fire Investigator and Advanced Fire Investigator is required to complete annually 10 hours of in-service training. Additionally, the task force will recommend to the Board for their consideration that an individual certified as a Fire Investigator and Advanced Fire Investigator recertify every two years. Two hours of peer review of investigator's case files, and 8 hours covering investigation topics.
 - Fire Science
 - Fire chemistry
 - Thermodynamics
 - Thermometry
 - Fire dynamics
 - Explosion dynamics
 - Computer fire modeling
 - Fire investigation
 - Fire analysis
 - Fire Investigation methodology
 - Fire Investigation technology

This follows NFPA 1033, 1.3. The recertification proposal would be only for level two and three.

- The task force will study the fiscal impact of the recommended changes to the program and have a report to present to the board at the November meeting.

We understand the board's process takes time, and that is why we ask the board to consider the changes and begin the implementation process. **The four items we ask the board to consider and take action on at the November meeting.**

- **Three levels of certification for fire investigator program**
 - **Fire Investigation Awareness**
 - **Fire Investigator**
 - **Advance Fire/Arson Investigator**
- **Set prerequisites for the three certifications**
- **Set qualifications and approval process for lead instructor and lead evaluator for fire investigator and advance fire/arson investigator courses.**
- **Require in-service hours for fire investigator and advance fire/arson investigator certifications, and require recertification every two years.**

Task force members:

Dr. Al Scarpellini, Vincennes University
Steve Coover, Bloomington City Fire Department
David Bunn, Auburn Fire Department
James Bennett, State Fire Marshal Office
Bob Dean, State Fire Marshal Office
James Adams, Avon Fire Department
Kyle Kazmerzak, Michigan City Fire Department
Levi Carpenter, Avon Fire Department
Mark Froelich, Vincennes University
Pascal Arnes, Decatur Township Fire Department
Fred Sumpter, State Fire Marshal Office
Rand Brandlein, Sugar Creek Fire Department
Michael Osborn, Michigan City Fire Department
Steve L. Walters, Indiana Firefighter Training System

Appendix C

September 21, 2011

Safety Officer Certification Program

IFTS staff asks the board to consider approving changes to the testing procedures for Safety Officer Certification program. The program has gone through changes over the past year. A revised curriculum is being used for delivery of the course. The curriculum includes the National Fire Academy's Incident Safety Officer, and Health and Safety Officer courses curriculum. Sections on OSHA reporting requirements and NFIRS reports were also added to the course. This is the first course to start requiring students to complete skills in exercise format instead of completing all skills in a final practical exam. By using the exercise format, the students are able to receive feedback on their performance and discuss their and other students work in class. This provides students with additional information. So far, the courses that have used the new curriculum expressed overall satisfaction it and found the delivery and exercise model works well.

We worked on correlating the test questions and skills with NFPA 1521 for IFSAC accreditation. The test bank that we have to use does not match the curriculum being used for this program. With this issue, IFTS staff asks the board to consider dropping the written exam requirement for certification and require completion of exercises and final practical exam. The exercises and final practical exam will cover all of the objectives in NFPA 1521, and meet board requirement "verification by competency based testing for the certification sought." (655 IAC 1-1-5.1)

The elimination of a written test does not reduce the validity of this certification in our opinion. The elimination of a written test will increase the criticality of the individual attending a course of instruction and participating as a student in the exercise. As stated above each of the JPR's in NFPA 1521 will be developed into an exercise. The State of Montana does Firefighter I certification utilizing a similar model of converting all of the JPR's into exercises.

Based upon your actions we are prepared to submit to IFSAC our request to become accredited at the Safety Officer level.

There will be some changes in the application for certification procedures. We will post the procedures on our website and send out email notices.

Specifically, I am requesting a motion to accept the recommendation of eliminating the written test for a candidate to qualify for certification as a Safety Officer.

Thank you for your consideration in this matter.

Steve L. Walters
State Firefighter Training Program Manager
Indiana Department of Homeland Security

APPENDIX D

FF I

Chapter		Class Hours		Skill Hours		Chapter Total	Skill Sheets
1	Orientation	1		0		1	
2	Safety	1		2		3	M 1-2
3	Fire Beh	4		0		4	
4	Build Const	2		0		2	
5	PPE	4		8		12	M 3-8
6	Port Ext	2		2		4	M 9
7	Rope/Knots	2		4		6	M 10-20
8	Rescue	4		8		12	M 21-25
9	Forcible Entry	4		6		10	M 26-30
10	Ladders	4		6		10	M 31-43
11	Vent	4		6		10	M 44-45
12	Water Supp	2		6		8	M 46a-47b
13	Hose	2		4		6	M 48-59
14	Fire Streams	2		4		6	M 60-61
15	Fire Control	4		12		16	M 62-67
16	Fire Detec	2		2		4	M 68-70
17	Loss Control	2		4		6	M 71-78
18	Scene Evid	2		0		2	
19	Comms	2		2		4	M 79-80
21	Meds	4		4		8	
22	H/M	7		1		8	
23	H/M	12		12		24	
Total		73		93		166	

FF II

Chapter		Class Hours		Skill Hours		Chapter Total	Skill Sheets
4	Build Const	2		0		2	
8	Rescue/Ext	4		12		16	M 81-83
12	Water Supp	1		0		1	
13	Hose	2		2		4	M 84
14	Fire Stream	2		2		4	M 85
15	Fire Control	2		4		6	M 86-88
16	Fire Supp	2		0		2	
18	Arson	2		2		4	M 89
19	Comms	2		2		4	M 90

20	Pub Ed	2		2		4	M 91-94
Total		21		26		47	